

The **Parks and Recreation Board** met Monday, January 27, 2014, 4:30pm, at the Parks Office. Present at said meeting were Pat Flannelly, Karen Springer, Aimee Jacobsen, Jeff Love and Andy Gutwein. Joe Payne, Pennie Ainsworth, Lee Booth, Chris Foley, Bess Witcosky, Dan Dunten and Cheryl Kolb represented the department. Council President, Ann Hunt, also attended. Absent was Park Board member, John MacDonald.

Pat convened the Board at 4:40pm.

The first item of the agenda was the approval of the minutes from the December 16, 2013 meeting. Aimee motioned to approve the minutes. Karen seconded the motion, and the motion carried.

**Superintendent** – Joe reported on the following:

- Noted the Council Report had been distributed and copies of the 2013 summary report were in the Board folders.

**Assistant Superintendent** – Pennie reported on the following:

- The “Looping System” has been installed at the Lilly Nature Center. Users with a t-coil in their hearing aid can now listen to meetings directly through their hearing aids. Non-hearing aid users can pick up a loop receiver and listen through a headset. Community Development Block Grant Funds have funded the project.
- We had our first Global Fest committee meeting of the year on Friday. To date, the Mayor has raised \$4,500.00. Our next meeting is February 21.
- The IPRA conference was held January 15-17 in Indianapolis. I attended several educational sessions and the exhibit hall.

**Parks** – Lee reported on the following:

- Inspections
- Dealt with quite a few weather-related repairs throughout the parks system (frozen pipes, heater issues, etc.)
- Dealing with snow as needed
- Starting to get summer grounds equipment ready to go

**Recreation** – Chris reported on the following:

- Registration for the Winter/Spring programs began in January.
- The 2<sup>nd</sup> & 3<sup>rd</sup> Grade basketball program played their first games on Saturday, Jan. 11. 74 children are participating in this program coordinated by Greg Tudor.
- The frigid weather has taken a toll on Riverside Skating Center; having to be closed for snow storms and frigid weather.
- A one-day Learn to Skate Clinic was held on Saturday, January 5, with 40 participants. The clinic has become a popular one-day event.
- Group Ice Skating lessons began on January 18<sup>th</sup> with 45 children participating. The four-week lessons will continue through February 2.
- The Center’s annual Dare to Bear will be held Friday, Feb. 7 from 7-8:30pm. Brave skaters will make laps around the ice rink in their bathing suits or costumes.
- Cheryl and the office staff have been working with the Clerk-Treasurer’s office on the City’s new accounting software.

**Morton Center** – Bess reported on the following:

- Instructor Meeting on Jan. 24 – We had pretty good attendance even though quite a few instructors were in the building teaching. The three main topics we covered were:

- How to use our new attendance sheets and why.
- We reviewed the Morton Emergency Procedures and discussed how to fill out a basic incident report.
- General Office Business: How many instructors we have (35-40) and how many monthly renters (20-25). Morton also handles some reservations for the Parks & Recreation facilities. To cancel or change any information that has already been published in the brochure is an 8-step process and changes must be communicated to an additional 5-6 people at the Parks office.

In general, it was a very positive meeting where instructors were able to meet each other and discuss ideas and concerns. We even had two of our long-time instructors meet for the first time!

Mulhaupt's – Morton is working with Mulhaupt's to replace all classroom locks. The task should be completed in about 5-7 weeks.

Winter/Spring Registration – started slow due to weather, but has been very good overall. Some highlights include:

- Our Youth language classes are running – Spanish Chiquitos has 8 enrolled!
- New: Keyboards for Kids and Adults is off to a great start with four lessons booked.
- New: The Understanding Human Energy Consciousness class has six enrollees, and Quilting has three enrollees.
- Our three Empowerment classes are running.
- Yoga, Dance, Zumba and Theatre are popular as always.

We are looking forward to summer and summer programming!

**Stewardship** – Dan reported on the following:

We received two donations for the Lilly Nature Center totaling \$200.00. One donation was from the Happy Hollow Garden Club and the other from a local couple.

We are using these funds to purchase a 19" television for the bird viewing area in the Nature Center. A PowerPoint presentation has already been developed that shows individual pictures of the birds that can be seen at the feeders, along with the name of the birds. This will scroll through, showing each bird about 5-8 seconds, then loop back to the beginning.

This will help individuals learn to identify the birds. A series of pictures of birds will be developed for each of the 4 seasons.

We have a volunteer, Sheila Koller, receiving recognition from the Mayor next week at the City Council meeting.

## **Old Business**

n/a

## **New Business**

### **Transfer of 0.107a. to City of West Lafayette for Happy Hollow Road Project**

Joe presented information and explained the transfer process. Andy followed-up with instructions of what was needed from the Park Board. Aimee motion to approve the transfer of property as presented. Karen seconded the motion, and the motion carried.

### **Health & Wellness Committee Request**

Pennie presented a request on behalf of the City's Health & Wellness Committee, which would allow City employees and their families, a one-time admission and skate rental for this season. Aimee motioned to approve the request as presented. Karen seconded the motion, and the motion carried.

### **Personnel Chart**

Joe presented information, along with a current chart, showing the personnel structure of the department.

### **West Lafayette School Board – Karen reported the following:**

- Beginning with the 2014-15 school year, next year, 8<sup>th</sup> graders will be allowed to take High School Health for High School credit. This class joins other High School classes 8<sup>th</sup> graders are allowed to take – Algebra I and the first year of a foreign language.
- IDOE (Indiana Department of Education) has granted the WLCSC a waiver for classes missed on Monday, January 6 and Tuesday, January 7. They have not made a decision yet about school corporations who did not have class on Wednesday, January 8.
- The determination to either close school, or have a 2-hour delay, for temperature only involves these factors:

- Below -20°F with wind chill
- Humidity is considered for frostbite – moisture can make frostbite happen quickly

Today – 2-hour delay called. Conditions were re-evaluated at 7:30am. The temperature was -12° with wind chill and low humidity. The decision was made to stick with the 2-hour delay.

### **Wabash River**

- Andy provided an update, noting the focus continues to be on purchasing property along North River Road (as well as the other side of the river) stating that eventually they would like to install a trail along the road.

## **Other**

Joe noted there are plans along the undeveloped Northwest Greenway Trail area for installation of an American Suburban Utilities water main. There will be a future agenda item to approve a mitigation planting of trees on our property to meet DNR permit requirements for the project.

**Pay Claims**

Karen motioned for claims to be paid. Aimee seconded the motion, and the motion carried.

**Adjourn**

Karen motioned to adjourn the meeting. Aimee seconded the motion, and the meeting adjourned at 5:14pm.

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Presiding Officer

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Secretary

